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ABSTRACT

The 33 publications included in this annotated bibliography are intended to serve as a basic list for a small, but authoritative and balanced library. The materials included run from 1963 to 1970, and in addition to the books, a few appropriate periodicals are included. Selections were made on the basis that junior and senior high school teachers, and vocational counselors would be the users. The selections include current and historical information, statistical data, problem identification, and analysis. It should be useful in explaining the major dimensions of the work system, and the broader economic and social world to students. A list of 11 selected sources of free and inexpensive materials is also included. (Author/SID)

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A BASIC MANPOWER ECONOMICS LIBRARY, REVISED 1970

To what sources can teachers and vocational guidance counselors turn for background analysis, information, and current data on subject matter relating to the world of work and the broader socio-economic environment in which man works and lives?

The 33 publications included in the following annotated bibliography are intended to serve as a basic list for a small but authoritative and balanced library in the area of manpower and economic education. *The library list is basic; by no means is it comprehensive. Selections were made with a particular group of users in mind: junior and senior high school teachers and vocational guidance counselors. The materials are intended to be read and used for reference by teachers, not students.* The selections include current and historical information, statistical data, problem identification, and analysis that should prove useful in explaining to students some of the major dimensions of the work system and the broader economic and social world.

Total cost of this Basic Manpower Economics Library is $75.75. Names and addresses of some representative private and public organizations actively concerned with manpower and economic problems are appended to the Basic Library; these and other organizations are a good source of free and inexpensive materials that can supplement the Basic Library.

The original Basic Manpower Economic Library, compiled in 1967, was reviewed by economists, educators, vocational guidance counselors, manpower specialists, and others interested in manpower education. It was prepared for use in support of an experimental secondary school course in Manpower and Economic Education and was included as Appendix I in the TEACHER MANUAL for use with MANPOWER & ECONOMIC EDUCATION by Robert L. Darcy and Phillip E. Powell (Joint Council on Economic Education, 1212 Avenue of the Americas, New York 10036, price $3.50 for student text and $1.50 for the teacher manual). The library list should be useful, however, to anyone interested in the broad field of world-of-work education. The current revision was prepared by the undersigned.

--Robert L. Darcy, Professor of Economics
Colorado State University, Fort Collins

--Phillip E. Powell, Director
M. H. Russell Center for Economic Education

September 1970

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Single copies of the Basic Manpower Economics Library list may be obtained without charge by writing to:

M. H. Russell Center for Economic Education
Henderson State College
Arkadelphia, Arkansas 71923

The Russell Center is the national headquarters for world-of-work economic education programs.

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A BASIC MANPOWER ECONOMIC EDUCATION LIBRARY, REVISED 1970

(Items are listed in the order of their estimated importance and usefulness to teachers and vocational guidance counselors.)

1. Manpower Report of the President 1970, U. S. President and U. S. Department of Labor. Washington: U. S. Government Printing Office, April, 1970. Paperbound, 329 pp., $2.50.

   Comprehensive and authoritative source of information, statistical data, and analysis concerning manpower trends and federal government policies dealing with manpower problems. Published annually since 1963 under provisions of the Manpower Development and Training Act of 1962.

2. "Bridging the Gap from School to Work", pp. 111-123 in Manpower Report of the President 1968. Washington: U. S. Government Printing Office, 1968. Paperbound, 323 pp., $2.25. Also available as a special reprint from the Manpower Administration in Washington or from U. S. D. L. Regional Information Offices.

   Analysis of the education and employment problems of youth, including a recommendation that "every schoolchild [should have] more knowledge about the world of work". Cites the need for "curriculum revision and new curriculum materials to begin the process of world-of-work exposure".

3. "The Quality of Employment", pp. 47-58 in Manpower Report of the President 1968. Op. cit. Also available in a special reprint, "New Perspectives on Manpower Problems and Measures", pp. 15-80 of original Report.

   Suggests the need for evaluating employment in terms of how well the economic system meets the physical, psychological, and social needs of individual workers.

4. Manpower Education in a Growing Economy, R. L. Darcy and P. E. Powell. Athens, Ohio: Ohio University Center for Economic Education, 1968. Paperbound, 63 pp. Published through a grant from the Martha Holden Jennings Foundation, Cleveland, Ohio.

   Description of the curriculum project ("Manpower Development: Opportunities in American Economic Life") out of which The Manpower and Economic Education program evolved, with evaluation of the changes in understanding and attitudes resulting from experimental teaching of the course in three Ohio school systems.

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5. Occupational Outlook Handbook (Employment Information on Occupations for Use in Guidance, 1970-71 Edition), U. S. Department of Labor, Bureau of Labor Statistics. Bulletin No. 1650. Washington: U. S. Government Printing Office, 1970. Paperbound, 763 pp., $6.25.

   Detailed look at present and future occupational structure of the American economy, with more than 700 specific job descriptions. Revised edition is published every two years.

6. Occupational Information (A Career Guidance View), Seymour Wolfbein, New York: Random House, 1968. A Random House Study in Education, SED 8. Paperbound, 146 pp., $1.95.

   Focuses on substantive manpower information and basic values, trends, and principles related to the world of work.

7. A Primer on Employment and Wages, 2nd ed., Walter Galenson. New York: Random House, 1970. A Random House Primer in Economics, PR-3. Paperbound, 140 pp., $1.95.

   Brief introduction to the manpower market, wages and employment, and the problems of unemployment and poverty.

8. Economic Report of the President 1970, U. S. President and Council of Economic Advisers. Washington: U. S. Government Printing Office, 1970. Paperbound, 284 pp., $1.50.

   Detailed look at the U. S. economy, its recent performance, expectations for the near future, and policies advocated by the President to ensure continuing growth; 100 pages of up-to-date statistics. Published annually in January.

9. "Combating Poverty in a Prosperous Economy", Chapter 5 in Economic Report of the President 1969. Washington: U. S. Government Printing Office, 1969. Paperbound, 332 pp., $1.50.

   Trends in poverty and income distribution, with a review of policies and programs aimed at eliminating poverty.

10. 1969 Handbook on Women Workers, U. S. Department of Labor, Wage and Labor Standards Administration, Women's Bureau. Bulletin No. 294. Washington: U. S. Government Printing Office, 1969. Paperbound, 384 pp., $1.50.

    Reference book covering such items as the participation and characteristics of women in the labor force, the patterns of their employment, occupations, income and earnings, education and training.

11. "Basic Concepts of Education for Employment" and "Toward a Unified System of Vocational Education", Sections IV and V of Vocational Education: The Bridge Between Man and His Work, Publication 1, Highlights and Recommendations from the General Report of the Advisory Council on Vocational Education, 1968, U. S. Department of Health, Education, and Welfare, Office of Education, included in Notes and Working Papers Concerning the Administration of Programs Authorized Under Vocational Education Act of 1963 Public Law 88-210, As Amended, Prepared for the Subcommittee on Education of the Committee on Labor and Public Welfare, United States Senate, March, 1968. Committee Print, 90th Cong., 2d Session. U. S. Government Printing Office, Washington, 1968 (89-970). Paperbound, 430 pp. Excerpts reprinted and distributed by the M. H. Russell Center for Economic Education, Henderson State College, Arkadelphia, Arkansas 71923.

    An excellent statement of new concepts of career development that have emerged out of the changing social and economic environment of the past two decades. Includes a recommendation that all junior high school students should study "the economic and industrial system by which goods and services are produced and distributed". Valuable data and analysis throughout the document.

12. Economics: Principles, Problems, and Policies, 4th ed., Campbell R. McConnell. New York: McGraw-Hill, 1969, 815 pp., $9.50.

    Standard college introductory economics textbook which can serve as encyclopedia-type reference.

13. Man, Education, and Manpower, Grant Venn. Washington: American Association of School Administrators, 1970. 281 pp., $6.00.

    Describes the changing role of education in manpower development to meet the needs of people in a changing technological society.

14. Self-Renewal (The Individual and the Innovative Society), John W. Gardner. New York: Harper & Row, (c) 1963. Paperbound, Harper Colophon Books, 1965, CN/544, 141 pp., $1.45.

    Emphasizes the need for continuous change in both the individual and institutions in our society. Suggests that if we are to grow both as individuals and as a nation, we must adopt an outlook on life and institutional arrangements which emphasizes the need for innovation and creativity.

15. Tomorrow's Manpower Needs (National Manpower Projections and a Guide to Their Use as a Tool in Developing State and Area Manpower Projections). Vols. I, II, III, IV. Bulletin No. 1606, February, 1969, U. S. Department of Labor, Bureau of Labor Statistics. Washington: U. S. Government Printing Office, 1969. Paperbound.

    Vol. I, "Developing Area Manpower Projections", 100 pp., $1.
    Vol. II, "National Trends and Outlook: Industry Employment and Occupational Structure", 121 pp., $1.25
    Vol. III, "National Trends and Outlook: Occupational Employment", 50 pp., 55¢
    Vol. IV, "The National Industry-Occupational Matrix and Other Manpower Data", 247 pp., $2.

16. Education and Jobs (A Series of Pamphlets to Guide Young People to Jobs That Match Different Levels of Education and Training). U. S. Department of Labor, Bureau of Labor Statistics. Washington: U. S Government Printing Office, 1968.

    "Jobs For Which a High School Education is Preferred, But Not Essential"
    "Jobs For Which a High School Education is Generally Required"
    "Jobs For Which Apprenticeship Training is Available"
    "Jobs For Which Junior College, Technical Institute, or Other Specialized Training is Usually Required"
    "Jobs For Which a College Education is Usually Required"
    Each 1- page, 10¢; check local office of State Employment Service.

17. Occupational Outlook Quarterly, U. S. Department of Labor, Bureau of Labor Statistics, Washington, D. C. (Quarterly, issued in February, May, September, and December.) About 30 pp., annual subscription, $1.50.

    Provides counselors with current information on employment trends and outlook, based primarily on research and statistical programs of the Bureau of Labor Statistics. Supplements and up-dates information in the Occupational Outlook Handbook.

18. Manpower (Monthly magazine), U. S. Department of Labor, Manpower Administration, Washington, D. C. About 34 pp. per issue; annual subscription of 12 issues, $7.50.

    Covers broad spectrum of programs and developments in job training and employment, including efforts to aid the disadvantaged, and improve vocational education and research.

19. Job Guide for Young Workers (1969-70 edition), U. S. Department of Labor, Manpower Administration. Washington: U. S. Government Printing Office, 1969. Paperbound, 200 pp., $1.50.

    Helpful reference work for both teachers and students. Provides information on entry level jobs.

20. Pocket Data Book, U. S. A. 1969, U. S. Department of Commerce, Bureau of the Census. Washington: U. S. Government Printing Office, January, 1969. Paperback, 360 pp., $2.75.

    Compact and attractive compendium of tables and charts on basic U. S. economic and related data; published biennially.

21. Occupational Careers (A Sociological Perspective), Walter L. Slocum. Chicago: Aldine, 1966. Paperbound, 272 pp., $2.95.

    Review of relevant theories and empirical findings on major sociological features of occupational careers. Defines work and occupational roles and outlines changes which have taken place in occupations since the Industrial Revolution.

22. Occupational Information (Where to Get It and How to Use It in Counseling and in Teaching), 3rd ed., Robert Hoppock. New York: McGraw-Hill, 1967. 589 pp., $9.50.

    Textbook which is a valuable reference and source of teaching suggestions and techniques.

23. The Manpower Revolution (Its Policy Consequences, Excerpts from Senate Hearings before the Clark Committee), Garth L. Mangum (ed.). New York: Doubleday, 1966. Anchor paperback, A522, 580 pp., $2.45.

    Excerpts from statements made by economists, educators, businessmen, labor leaders, and others who testified in 1963 Hearings conducted by the Senate Subcommittee on Employment and Manpower. Background on the dimensions and consequences of the manpower revolution, with suggestions for solving our manpower problems.

24. Report of the National Advisory Commission on Civil Disorders. New York: Bantam Book, 1968. Paperbound, 609 pp. + charts, $1.25.

    Report of the Kerner Commission, appointed by the President of the United States to study racial disorders that took place during the summer of 1967 in Newark, Detroit, and other cities. Contains a discussion of the basic causes of the riots, including economic conditions in the ghetto, unemployment, the welfare system, educational needs, and recommendations for national action.

25. Problems of an Industrial Society, William A. Faunce. New York: McGraw-Hill, 1968. Paperbound, 189 pp., $2.50.

    Sociological analysis of technological change, specialization of work roles, competition, social organization and the problem of alienation in industrial society.

26. The Age of Discontinuity (Guidelines to Our Changing Society), Peter F. Drucker. New York: Harper & Row, 1969. 402 pp., $7.95.

    An interesting examination of the forces which are creating tomorrow's society. Asks "What do we have to tackle today to make tomorrow?"

27. The Accidental Century, Michael Harrington. Baltimore: Pelican Books, 1966. Paperbound, 322 pp., $1.25

    Social and economic consequences of the Industrial Revolution analyzed by the author of The Other America.

28. Automation, Manpower, and Education, Jerry M. Rosenberg. New York: Random House, 1966. Paperbound, SED 5, 179 pp., $1.95.

    Educational implications of automation as a form of technological change, and the manpower challenge it creates. Surveys programs designed to meet the manpower revolution, and suggests education's responsibilities in preparing students and others for changing job markets.

29. The Economic Returns to Education (A Survey of the Findings), Jon T. Innes, Paul B. Jacobson, and Roland J. Pellegrin. Eugene, Oregon: University of Oregon, Center for the Advanced Study of Educational Administration, 1965. Paperbound, 45 pp., $1.

    Survey of major studies undertaken to determine the economic value of education, with 32-item bibliography. (This monograph illustrates a type of scholarly publication that is increasingly becoming available in the field of manpower economics and human resources.)

30. Breakthrough for Disadvantaged Youth, U. S. Department of Labor, Manpower Administration, 1969. Washington: U. S. Government Printing Office, 1969. Paperbound, 256 pp., $2.

    Compendium of reports on Experimental and Demonstration projects conducted under the Manpower Development and Training Act of 1962 during the period 1963-66, including a discussion (pp. 141-152) of pre-vocational training.

31. "The World of Work: New Thrust in Economic Education", R. L. Darcy (pp. 63-68) in Two Decades of Partnership in Economic Education, Gladys Bahr (ed.), National Business Education Association and Joint Council on Economic Education, 1969. Washington: NBEA, 1201 16th Street, N. W., Washington, D. C. 20036. Paperbound, 79 pp., $2.

    Identifies new developments in the economics of human resources and in vocational education that suggest the value of teaching economics from the viewpoint of the individual in his capacity as a worker and income earner.

32. Poverty Amid Plenty (The American Paradox), The Report of the President's Commission on Income Maintenance Programs, November, 1969. Washington: U. S. Government Printing Office, 1969. Paperbound, 155 pp., $1.75.

    Report of the "Heineman Commission" on problems of poverty and income in the U. S., with proposed remedies. Includes a review of concepts, statistics, and policy issues relating to poverty and social welfare.

33. Automation and Economic Progress, Howard R. Bowen and Garth Mangum (eds.). Englewood Cliffs, New Jersey: Prentice-Hall, 1966. Paperbound, Spectrum Books, S-147, 170 pp., $1.95.

    Problems and possibilities of an economy characterized by rapid and sweeping technological change; includes condensation of the 1966 Report of the National Commission on Technology, Automation, and Economic Progress and selections from supplementary studies.

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SELECTED SOURCES OF FREE AND INEXPENSIVE MATERIALS

1. Committee for Economic Development, Distribution Division, 477 Madison Avenue, New York 10022.

2. W. E. Upjohn Institute for Employment Research, 300 South Westnedge Avenue, Kalamazoo, Michigan 49007.

3. Institute of Labor and Industrial Relations, Publications Office, Museums Annex, Ann Arbor, Michigan 48104.

4. American Federation of Labor and Congress of Industrial Organizations, AFL-CIO Building, 815 Sixteenth Street, N. W., Washington, D. C. 20006.

5. Chamber of Commerce of the United States, 1615 H Street, N. W., Washington, D. C. 20006.

6. Conference on Economic Progress, 1001 Connecticut Avenue, N. W., Washington, D. C. 20036.

7. United States Department of Labor, Office of Information, Washington, D. C. 20210.

8. United States Department of Labor, Bureau of Labor Statistics, Washington, D. C. 20212. Note: Materials are also available from the eight BLS Regional Offices, located in Boston, New York City, Philadelphia, Atlanta, Chicago, Kansas City, Dallas, and San Francisco.

9. Federal Reserve Bank of _____ (Boston, New York, Philadelphia, Cleveland, Richmond, Atlanta, Chicago, St. Louis, Minneapolis, Kansas City, Dallas, San Francisco). Note: Various types of publications are available from the Federal Reserve Bank in each of the respective 12 Federal Reserve Districts.

10. Joint Council on Economic Education, 1212 Avenue of the Americas, New York 10036.

11. M. H. Russell Center for Economic Education, Henderson State College, Arkadelphia, Arkansas 71923.

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